



## Jefferson County Canvassing Board

Rose Ann Carroll, Auditor / Canvassing Board Chair

David Sullivan, County Legislative Authority Chair

Michael Haas, Prosecuting Attorney

1820 Jefferson St. / P O Box 563, Port Townsend, WA 98368

(P) 360.385.9118 ♦ (F) 360.385.9228

### Canvassing Board Meeting Jefferson County WA DRAFT AGENDA

Date & Time: May 12, 2015 / 9:00 a.m.  
Location: Auditor's Office  
Purpose: Certify April 28, 2015 Special Election (RCW 29A.60.190)  
(14 days after Primary or Special / 21 days after General)

Meeting called to order at 9:00 a.m. by Betty Johnson, Election Coordinator.

#### Canvassing Board Members:

Rose Ann Carroll, County Auditor

David Sullivan, County Legislative Authority, Chair

David Alvarez, Deputy County Prosecuting Attorney

The Canvassing Board met May 11, 2015 at 12:30 p.m. to resolve challenged ballot issues in preparation for final certification on May 12, 2015. See page 3.

#### Required Oaths:

- Oath of County Auditor: Chairman of the County Legislative Authority, or their designee, to administer the oath pursuant to RCW 29A.60.200 and signed by all three members at the beginning of the meeting.
- Delegation of Authority and Oaths for Canvassing Board Members or their designee: WAC 434-262-015. Obtained and filed with election materials.
- Oath for Personnel: Pursuant to WAC 434-240-240, this oath is required for the Auditor's Staff. Obtained and filed with election materials.

#### Required Notices:

- Notice of Election (RCW 29A.52.355): Published in the Port Townsend Jefferson County Leader in the March 25, 2015 issue and posted on the Elections web page.
- Notice of Availability of Services (RCW 29A.04.220). Included in Notice of Election.
- Notice of Logic & Accuracy Test (WAC 434-335-320). Included in Notice of Election.
- Notice to Political Parties - Sent via email March 17, 2015: 1) Requesting official observers; 2) Notification that staff will do all pre-inspection; and 3) Schedule of Events.

#### Test Deck:

Used to verify the tabulating equipment is accurately tabulating the votes cast as marked. The in-house Unofficial Logic and Accuracy test was completed March 20, 2015. The Official Logic and Accuracy test was completed March 31, 2015.

#### Ballot Count:

Cumulative Reports for the following counts include (only one precinct this election):  
April 28, 2015 – Election Night count  
May 4, 2015 – Additional ballots counted as part of canvassing process.

May 11, 2015 – Additional ballots counted – Final printout for certification.

**AutoMARK: (Disability Voting Access Unit)**

One machine was programmed and ready for use 20 days prior to the election. NO voters used it for this election.

**Logs:**

Seal Logs: Logs verify that all election related materials remain under dual control at all times.

Spoiled Ballot Logs / Spoiled Ballots: Verifies all ballots spoiled are accounted for and secured with canvassing materials. A total of one (1) ballot was duplicated.

System log, for ballot tabulator: Showing no unauthorized access was made.

**Undeliverable Ballots:**

There were a total of 5 (.005%) undeliverable ballots. They will be used for file maintenance in the voter registration database.

**Reconciliation Report:**

The number of ballots counted equals the number of voters given credit.

The number of All Mail Ballots voted and returned to the auditor is reported on the Cumulative Ballots Returned by Voting Precinct report. The number of returned ballots tabulated by precinct is verified with this report.

**Challenged Ballots:**

Challenge letters were sent to voters with instructions on how to resolve the challenge. Per RCW, on May 6, 2015, a follow up phone call (if phone number was available) was made to those voters who did not respond to the challenge letter.

**Miscellaneous:**

Replacement ballots: A total of zero (0) replacement ballots were issued.

Ballots Deposited at Drop Sites: **23** (.04%) ballots were deposited at the 3 drop boxes (Drop box on counter in Auditor's office, drop box behind courthouse & drop box at county library).

Preliminary Canvassing Board Meeting on May 11, 2015 to resolve ballots referred to Canvassing Board called to order at 12:30. All Canvassing Board Members were present.

Ballots referred to the Canvassing Board (May 11, 2015):

• Post Marked Too Late	4
• No Signature:	<u>2</u>
<b>Total Ballots Referred to Canvassing Board:</b>	<b>6</b>

Ballots referred to the Canvassing Board were reviewed by the Canvassing Board Members on 5/11/15. Questionable ballots that were accepted, as noted, were processed and included in the final count.

**Item#**

<b>G-1</b>	Post Mark Too Late (4)	Authorization to reject	<u>Yes</u>
<b>G-2</b>	No Signature (2)	Authorization to reject	<u>Yes</u>

Number of Ballots Rejected by Canvassing Board: 6 5/11/15

All ballots referred to the Canvassing Board will be packed in the retention box.

Need a motion to reject item #'s G-1 & G-2.

Motion made by: David Alvarez

Motion Second by: David Sullivan

All in favor: Motion carried unanimously.

Motion made and passed on May 11, 2015

Canvassing Board Meeting on May 11, 2015 to resolve ballots referred to Canvassing Board adjourned at 12:40 p.m.

Total All Mail Ballots Issued: **968** (there were **NO** ACP voters for this election).

Total All Mail Ballots Returned as valid and reconciled with credit for voting: 555

**Other Canvassing Items Include:**

- All correspondence pertaining to this election.
- Affidavits of Publication.
- Correspondence for all resolved & unresolved challenged ballots (to include call center log).
- Certification of Mailing for Mail Ballots
- Record of Emailed ballots.

**Security:**

All materials for canvassing this election, including all voted ballots and spoiled ballots, are secured with a numbered seal and will remain secured until the time passes for a recount. At that time, materials will be placed in retention boxes with numbered paper seals on them and sent to retention. RCW 29A.60.110

**Questions / Comments?**

Certificate of Canvassing Board signed.

**Official returns will be sent to:**

Office of Secretary of State  
Brinnon Fire Protection District No. 4

These minutes shall be open to public inspection. RCW 42.32.030

Motion to adjourn:

Motion made by: \_\_\_\_\_

Motion Second by: \_\_\_\_\_

All in favor: Motion carried \_\_\_\_\_.

Meeting Adjourned at \_\_\_\_\_ a.m.

Dated at Port Townsend, Washington this 12<sup>th</sup> day of May 2015.

---

Rose Ann Carroll, County Auditor

---

David Sullivan, County Legislative Authority, Chair

---

David Alvarez, Deputy County Prosecuting Attorney